

MINUTES

Monday, December 12, 2011
5:00 P.M.

Manistee Township Hall
410 Holden Street, Manistee, Michigan

Members Present: Dennis Bjorkquist, Chairperson; Ken Hilliard, Vice-Chairperson; and Colleen Kenny, Secretary

Others Present: Thomas Kaminski, Administrative Support; Jeri Lyn Prielipp, Recording Secretary, and numerous audience members representing Manistee County, the City of Manistee, Law Enforcement, the Townships, Villages, School Districts, the public, and the media.

The meeting was called to order at 5:00 P.M. Roll call was taken. The Pledge of Allegiance was recited.

The Chairman requested approval of the meeting Agenda.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to approve the Monday, December 12, 2011 Meeting Agenda, as presented. Motion carried.

The Chairman then requested approval of the minutes from the Monday, October 10, 2011 meeting of the Manistee Local Revenue Sharing Board.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to approve the minutes from the Monday, October 10, 2011 meeting of the Manistee Local Revenue Sharing Board, as presented. Motion carried.

The Board next discussed scheduling the 2012-Cycle I grant application deadline.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to set the 2012-Cycle I grant application deadline for Friday, March 2, 2012, and any applications that are not submitted to the County Controller/Administrator's Office, 415 Third Street, Manistee, Michigan, 49660, by the 5:00 P.M. deadline will not be considered. Motion carried.

The Chairman next requested the Board's consideration to approve payment to Manistee County in the amount of \$12,500.00, which is 50% of the \$25,000.00 administrative fees due pursuant to approved agreement.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to approve payment of 50% of the 2011 annual administrative fee to Manistee County in the amount of \$12,500.00.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

Mr. Kaminski provided the Board with an explanation of his finance report (APPENDIX A). He announced that the 2% funds of \$1,070,632.32, that were received on November 10, 2011, will not be included in the funds available for distribution this evening. Mr. Kaminski reported on grant reimbursements received since the previous meeting. The account balance as of December 11, 2011 is \$2,845,408.92 and does not include interest earnings from May 1, 2011 to the present. The balance available for distribution this evening for Cycle II-2011 is \$1,752,276.60 (\$128,609.73 of which is the minimum amount required for distribution in the form of Public Safety grants). Assuming the Board takes action this evening to award the 2011 P.I.L.T. payment of \$1,352,596.55 (to be paid in February 2012), the amount remaining for distribution in the form of offset, other and additional public safety grants is \$271,070.32.

The Chairman then announced that the Board would proceed to consider authorizing grant payments based upon Cycle II-2011 Grant Applications.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$18,129.00 to the Manistee County Medical Care Facility to support the purchase of a security system at the Medical Care Facility as required by the State of Michigan.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$8,150.00 to the Manistee City Police Department to purchase four sets of turnout gear (includes helmet, eye shield, helmet goggles, Nomex hood, gloves, coat, pants, and boots).

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$12,000.00 to the City of Manistee Fire Department to pay for two firefighters to be enrolled in the paramedic program at West Shore Medical Center.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Bjorkquist, supported by Mr. Hilliard to award \$30,000.00 to the City of Manistee (on behalf of Manistee Catholic Central School) to begin implementation of the Safe Routes to School program.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$1,200.00 to the Village of Onekama to purchase an automated external defibrillator (AED) to be used by first responders to cardiac emergencies.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$63,125.00 to Onekama Township as partial funding for the purchase and installation of an emergency generator to be located in the Onekama School building located at 5016 Main Street, Onekama, Michigan.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Mr. Bjorkquist to award \$15,000.00 to the Kaleva Norman District School District to partially fund projects to improve the safety of athletes and spectators at the Brethren High School baseball complex.

Following discussion,

A roll call vote was taken:

Yeas: 1 (Bjorkquist)

Nays: 2 (Hilliard and Kenny)

Absent: None

Motion failed.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$7,500.00 to the Kaleva Norman District School District to partially fund projects to improve the safety of athletes and spectators at the Brethren High School baseball complex.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

The Chairman then directed the Board's attention to Category II, 2011 Payment in Lieu of Taxes.

There was a motion by Hilliard, supported by Ms. Kenny authorize the 2011 P.I.L.T. payment in the total amount of \$1,352,596.55 to the following applicants:

West Shore Community College (operating 3.0907 mills) in the total amount of \$115,946.12.

Manistee Intermediate School District in the total amount of \$86,283.39, which is:

A) Operating (.3000) = \$11,254.36

B) Special Education voted (2.0000) = \$75,029.03

Manistee Area Public Schools in the total amount of \$764,545.86, which is:

A) Non Homestead (18) = \$675,261.31

B) School Debt (2.3800) = \$89,284.55

Manistee County in the total amount of \$316,157.35, which is:

A) County Operating (5.5000) = \$206,329.84

B) County Library (1.0000) = \$37,514.52

C) County Medical Care (.5000) = \$18,757.26

D) County 9-1-1 (.8000) = \$30,011.61

E) Dial-A-Ride (.3276) = \$12,289.76

F) Council on Aging (.3000) = \$11,254.36

Manistee Township in the total amount of \$69,663.83, which is:

A) Operating (1.5000) = \$56,271.78

B) 1% Admin. Fee (\$1,339,204.50 x 1%) = \$13,392.05

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

The Board next continued to consider the grant applications submitted under both the Public Safety and the Other Lawful Local Government Purposes category for Cycle 2011-II.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$11,500.00 to the Village of Eastlake as partial funding for the purchase of items to be used to build a playground in the Village of Eastlake.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Mr. Bjorkquist to award \$3,000.00 to the Village of Onekama to purchase six bicycle parking racks, which will be strategically located throughout Onekama Village and Township.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$10,000.00 to the City of Manistee (on behalf of the PEG Commission) to purchase two "rain venturi" audio/video editing work stations and two I-MAC integrated video editing systems.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award \$11,784.00 to the Manistee County Council on Aging for the purchase and installation of two new commercial entrance doors and the purchase and installation of handicap accessible electronic door openers for the two main entrances at the Manistee Senior Center.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard to make a one-time grant award of \$100,000.00 to Manistee County to be set aside for the US-31 North sewer project.

Motion failed due to lack of support.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$7,500.00 to Manistee Area Public Schools to purchase five additional automated external defibrillator (AED) and one alarmed outdoor cabinet.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Ms. Kenny to award \$75,000.00 to the City of Manistee (on behalf of the Historic Vogue Theater of Manistee) as partial funding to assist with capital to revitalize and reopen the Vogue Theater.

Motion failed due to lack of support.

There was a motion by Ms. Kenny to award \$29,000.00 to Manistee Township to partially fund the renovation of the Bridge Street Community Hall.

Motion failed due to lack of support.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$4,500.00 to Manistee Township to drill a new water well at the Bridge Street Community Hall.

After it was pointed out that Question #4 of the application form (which requires the date of the application) was not completed,

There was a motion by Mr. Hilliard, supported by Ms. Kenny to rescind his previous motion. Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Bjorkquist to award \$14,100.00 to the Manistee County Library to partially fund construction of a taller retaining wall near the south entrance of the main library building in Manistee.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$23,754.00 to the Village of Eastlake for the replacement of the roof on the Eastlake Village Hall.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Mr. Bjorkquist to award \$22,000.00 to the Manistee County Agricultural Society to fund the purchase of wood bleacher seats in the open air section of the grandstand at the Manistee County fairgrounds.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Mr. Bjorkquist to award \$35,000.00 to the Manistee County Road Commission to partially fund replacing outdated radios that must be updated to digital by 2012 pursuant to statute.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$8,550.00 to the Manistee City Police Department to purchase two SCBAs and a Master Stream device.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$6,113.00 to the Manistee County Medical Care Facility for the purchase of equipment and installation of a replacement exit emergency door and frame on the southwest side of the Medical Care Facility building.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to award \$45,000.00 to the Cleon Township Fire Department to make structural repairs to the roof at the Cleon Township Fire Station.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$30,000.00 to the Norman Township Fire Department to partially fund the purchase of a model 3626 Neoteric Hovercraft Hover Trek Rescue Deluxe, fully assembled with all rescue options configured with inline seating for four.

A representative of the Norman Township Fire Department who was in the audience requested that the Board reconsider it's motion and award the \$40,847.00 to allow the Department to purchase the Hovercraft with trailer and recommended power plant upgrade.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to rescind her previous motion. Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to award \$40,847.00 to the Norman Township Fire Department to purchase a Hovercraft, trailer and recommended power plant upgrade.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Bjorkquist, supported by Ms. Kenny to award \$10,000.00 to the Manistee Township Fire Department to purchase five sets of turnout gear.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

There was a motion by Mr. Bjorkquist, supported by Ms. Kenny to award \$10,677.00 to the Manistee County Child Advocacy Center to purchase room darkening shades for five windows, two steel doors with panic bars and framing, wall-mounted battery operated exit signs with lights, and one panic bar door lock mechanism.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; and Kenny)

Nays: 0

Absent: None

Motion carried.

The Chairman thanked everyone who submitted applications under Cycle II-2011. He announced that there were five applications that were incomplete when submitted, and therefore were not considered for funding this evening. He requested that in the future, all applicants use the standard form as provided by the County Controller/Administrator's Office.

Under public comment, several of the applicants thanked the Board for the grant awards that were made this evening.

The Chairman announced that the scheduled meetings of the Manistee Local Revenue Sharing Board are as follows:

Monday, February 13, 2012 (Annual Organizational meeting pursuant to Section 6.7 of the Bylaws, as amended)

There being no further business to come before the Revenue Sharing Board and with no other concerns from Board members, the meeting was adjourned at 6:10 P.M.

Respectfully submitted,

Colleen Kenny, Secretary

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**FINANCIAL REPORT AND SYNOPSIS OF
REVENUE SHARING BOARD GRANT APPLICATIONS
2011-Cycle II (DEADLINE 09/02/11)
(PREPARED OCTOBER 4, 2011)**

FINANCIAL REPORT

Total 2% funds received by the County Treasurer:

11/30/99 =	\$ 337,155.00	
06/01/00 =	\$ 418,077.00	
12/01/00 =	\$ 770,966.49	
05/31/01 =	\$ 644,164.97	
11/28/01 =	\$ 839,976.85	
05/30/02 =	\$ 728,727.53	
11/22/02 =	\$ 986,490.63	
05/30/03 =	\$ 872,249.88	
12/01/03 =	\$1,083,331.66	
05/28/04 =	\$ 939,676.94	
11/05/04 =	\$1,189,353.37	
01/28/05 =	\$ 37,139.00	
05/31/05 =	\$ 919,301.62	
12/01/05 =	\$1,184,361.59	
06/21/06 =	\$1,013,458.47	
12/13/06 =	\$1,154,104.36	
06/08/07 =	\$ 991,392.41	
12/07/07 =	\$1,104,684.17	
05/29/08 =	\$ 933,889.32	
01/06/09 =	\$ 968,266.28	
07/22/09 =	\$ 755,104.24	
12/18/09 =	\$ 913,129.21	
02/10/10 =	\$ 498,931.75 (08/09 Recalculation of Base)	
04/29/10 =	\$1,015,869.00	
11/10/10 =	\$1,165,579.00	
5/12/11 =	<u>\$1,009,017.00</u>	
		\$22,474,397.74

ADD: Interest Earnings:

12/99-12/31/99 =	\$ 1,108.43	
01/00-12/31/00 =	\$ 18,823.29	
01/01-12/31/01 =	\$ 33,676.12	
01/02-12/31/03 =	\$ 50,560.83	
01/04-12/31/04 =	\$ 21,013.84	
01/05-12/31/05 =	\$ 31,347.46	
01/06-12/31/06 =	\$ 35,824.17	
01/07-12/31/07 =	\$ 105,910.11	
01/08-04/30/08 =	\$ 40,695.79	
05/01/08-02/28/09 =	\$ 28,923.54	
03/01/09-11/30/09 =	\$ 4,795.95	
12/01/09-10/31/10 =	\$ 8,214.55	
11/01/10-04/30/11 =	<u>\$ 1,091.22</u>	
		\$381,985.30

LESS: Grant Awards:

May 8, 2000 =	\$ 297,527.47
October, 9, 2000 =	\$ 405,173.66
December 11, 2000 =	\$ 2,257.83
May 14, 2001 =	\$ 747,246.00
November 5, 2001 =	\$ 635,405.82
May 6, 2002 =	\$ 578,616.00
October 28, 2002 =	\$ 970,410.94
May 12, 2003 =	\$ 385,480.00
November 10, 2003 =	\$ 395,185.96
December 8, 2003 =	\$ 198,773.01

(APPENDIX A-2)

December 19, 2003 =	\$ 838,983.71
May 10, 2004 =	\$ 405,517.12
November 8, 2004 =	\$1,559,776.68
May 16, 2005 =	\$ 561,450.60
November 7, 2005 =	\$1,552,976.22
May 8, 2006 =	\$ 238,820.98
November 6, 2006 =	\$1,976,342.94
May 7, 2007 =	\$ 133,488.89
November 5, 2007 =	\$2,039,267.85
May 12, 2008 =	\$ 138,086.00
December 8, 2008 =	\$1,894,835.01
June 8, 2009 =	\$ 129,436.00
December 14, 2009 =	\$ 101,261.00
June 14, 2010 =	\$ 183,513.49
October 11, 2010 =	\$1,346,163.91 (2009 PILT)
December 13, 2010 =	\$1,520,362.31
February 14, 2011 =	\$ 212,372.01 (Supplemental 2007 & 2008 recalculated PILT)
June 13, 2011 =	<u>\$ 886,198.00</u>

(\$20,334,929.41)

ADD: Grant Reimbursements received from 9/21/07 through 10/04/11
 (All funds, except \$82.60 received on 06/28/11 from Village of Eastlake, have been redistributed
 as Public Safety grants on December 14, 2009 and June 14, 2010) =

\$13,960.05

LESS: Administrative Fees and other invoices approved for payment through 10/09/11 =

(\$761,545.98)

ACCOUNT BALANCE AS OF 10/09/11 =**\$1,773,867.70**

(Note: Balance does not include interest earnings from 05/01/11 to present)

2011 CYCLE II ESTIMATED GRANT DISTRIBUTION

CURRENT ACCOUNT BALANCE = (Includes interest earned through 04/30/11)	\$1,773,867.70
LESS: Outstanding invoices scheduled to be paid on 10/10/11 = (Board member per diem 10/01/10 - 09/30/11)	(\$1,491.10)
LESS: Outstanding invoices scheduled to be paid on 12/12/11 (Admin. fee - 50%) =	(\$12,500.00)
LESS: Approximate amount which will remain in the account for operating expenses =	(\$10,000.00)
ADD: Interest earnings 05/01/11 through 2011 Cycle II grant distribution date =	?
Balance remaining for grant distribution =	<u>\$1,749,876.60</u>
LESS: Minimum amount required for distribution in the form of Public Safety Grants (\$1,009,017.00 x 12.5%) + \$82.60 =	(\$126,209.73)
LESS: 2011 P.I.L.T. grant obligation awarded in December 2011 and paid in February 2012 =	(\$1,352,596.55)
Amount remaining for distribution in the form of "Offset", "Other" and additional "Public Safety" grants =	<u>\$271,070.32</u>